



**SHERRI YBARRA**  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

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## **FOR IMMEDIATE RELEASE**

Thursday, December 22, 2016

[www.sde.idaho.gov](http://www.sde.idaho.gov)

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## **PROCESS OVERVIEW: ISTATION TO PROVIDE SERVICES TO SUPPORT THE IDAHO READING INDICATOR (IRI)**

(BOISE) – An intent to award letter was provided to all respondents of the Request for Proposal (RFP) regarding the Idaho Reading Indicator (IRI) on December 19, 2016. With the delivery of the intent to award letter to Imagination Station, also known as Istation, the Idaho State Department of Education has completed the required process of conducting an RFP, and displays the following evidence:

### **The RFP Process**

The RFP process was conducted with fidelity, administered by Superintendent Ybarra's Chief Procurement Officer. The role of the Chief Procurement Officer is to conduct the RFP process following best practices. With the release of the RFP, the Chief Procurement Officer offered a pre-proposal meeting on October 10, 2016 to potential respondents, and also went through the necessary steps in providing public notification, and public posting of the contracting opportunity on the department website.

### **The Evaluation Process**

To ensure that not only the most effective solution was chosen for Idaho, the Chief Procurement Officer administered the RFP process with evaluators from schools and district representing every region of the state, including several reading specialists, a literacy coach, a principal, a kindergarten teacher, and a Boise State University literacy, language, and culture specialist. There was also involvement of the department's English Language Arts (ELA) Coordinator, Director of Assessment, Director of English Learner and Migrant Education, and the department's Deputy Superintendent.

### **Quality of the Review Committee**

Overall, there were 13 individuals, known as the review committee, involved in the RFP evaluation process, of which the majority, chosen by superintendents within each region, were district personnel with expertise in reading and literacy. The individuals involved in this process were professional educators and utilized their expertise and experience to select the best solution for Idaho.

The majority of individuals involved in the review committee were representative of educators who will be using the Istation solution and their involvement in this process was not only necessary, but crucial to ensure that the best solution was selected to support students in grades K-3. Of the three proposals responsive to the RFP, the evaluators ranked Istation as the highest in the quality of the work sought to be accomplished.

### **Price**

Price was also a consideration in the final cumulative evaluation score, knowing that efficient and effective use of taxpayer dollar is of utmost importance to the citizens of Idaho. To finalize the RFP process, price of the solution was one of the six components considered in the



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overall review process, of which, Istation received full points (200/200) for having the most affordable solution.

**Important Note**

While the Idaho State Department of Education has provided an Intent to Award letter to Istation—**this is not a contract award**. This notice provided is an intent to award only and final contract documents will be negotiated at a later date, **pending an appropriation by the Idaho Legislature for fiscal year 2018**.

Further questions may be directed to Jeff Church at (208) 332-6934 or by email at [jchurch@sde.idaho.gov](mailto:jchurch@sde.idaho.gov).

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